

**PARKS AND RECREATION MINUTES**  
**For February 5, 2009**

**I. Call to Order and Roll Call for the Regular P&R Meeting**

The meeting was called to order at 7:35 p.m. The following committee members were in attendance: Chairman Terry Ditsch, Jason Silber, Dan Reppinger, Dan Fortman, Director of Recreation Kim Lynch, and Director of Public Works Jim Maiworm. Absent were Dorothy Galuppo and Paul Steuer. Jason Silber volunteered to take the minutes.

**II. Approval of Minutes from January 5, 2008**

Motion to approve the minutes by Jason Silber, 2<sup>nd</sup> by Terry Ditsch.

**III. Opportunity for the Public to Address Committee**

None

**IV. Reports, Comments and Correspondence**

**A. Open P&R Position**

We are still looking to fill the position. Kim will verify the position is posted on the Village website.

**B. Neighborhood Park Maintenance**

- Jim Maiworm shared strategies for improved park maintenance, including a more proactive improvement schedule versus a reactionary one. Jim to provide P&R committee with a high-level park maintenance improvement plan/outline for 2009.
- Jim's mission is for Public Works to maintain a balance between Park maintenance and right-of-way maintenance.
- P&R committee to team with Public Works to develop a standardized checklist for enhanced monthly park audits. Kim to work with Jim.
- Park maintenance issues noted by the P&R committee appear on a separate Maintenance Log document for tracking, prioritizing, and monitoring. Jason assumed responsibility for updating the master sheet on a monthly basis. The action items below have been identified by the Committee as high priority items

Community Park:

1. Suggest adding benches instead of the fence for seating and to keep the kids from taking down the split rail fences. Assigned to Public Works (Tracking Report updated)
  2. All flags to be put on maintenance/replacement schedule for Community Park, Heritage Oaks, and Aquatic Center.
  3. Restroom doors not auto-closing – timers need to be reset – suggest adding motion sensors for lights in restrooms.
- Other items moved to Maintenance Log.